

DEPARTMENT OF THE NAVY

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> IN REPLY REFER TO CHINFOINST 1510.1 OI-006 1 Nov 16

CHINFO INSTRUCTION 1510.1

Subj: CHINFO MEDIA AND COMMUNICATION STUDY GUIDE

- Encl: (1) The DICE Process
 - (2) Creating Personas
 - (3) Writing for the Web
 - (4) Storytelling
 - (5) Statistics for Storytelling
 - (6) Using the Right Chart or Graph
 - (7) Visual Design Basics
 - (8) Color Basics
 - (9) Light and Lighting
 - (10) Communication Ethics and Law
- 1. Purpose. The CHINFO Media and Communication Study guide is a collection of new training material for Navy media and communication professionals.
- Background. This guide is a transition document designed to fill identified training and knowledge gaps until an updated Media and Communication Non-Resident Training Course is complete. It is the collective responsibility of leadership, supervisors and individuals to place an emphasis on training for their people and themselves. This training guide provides new professional and personal development training that can enable every individual to excel in his or her duties.
- Information covered in this guide has been reviewed to ensure it aligns with NOS B610 Occupational Standards, tasks and requirements, and support the B610 training Career Continuum.

Deputy

Distribution:

Electronic only, via CHINFO Web site

https://www.chinfo.navy.mil/chinfo/ChinfoInstructions.aspx